

### **Abstract of the Disclosure**

A method of sending mail electronically. A sender supplies information to a receiver on data media relative to mail to be sent, such as addressees and mail contents. The contents of the data media are fed into the receiver's computer system, in which the addressees are compared with a register that includes information as to whether or not respective addressees have an electronic mail address. The computer system sends the mail items by electronic mail to addressees that have an electronic mail address, and it sorts out as physical mail the mail to the remaining addressees to whom mail items are to be sent. Upon expiration of a predetermined time, the computer system sorts out such addressees who have not answered the electronic mail, for the purpose of sending them the mail item by physical mail.